

Workforce Partnership of Greater Rhode Island

Board of Directors Meeting

September 14, 2010

Present: Steve Kitchin, Betty Pleacher, Carmen Ferguson, Courtney Murphy, David Francis, Diane Cook, Dorothy Mattiello, Evaristo Amaral, Fred Ricci, Joseph DiPina, Joseph Oakes, Michael Cassidy, Paul Harden, Paul Ouellette, Peter Koch, Phil Stone, Ray Pingitore, Raymond Filippone, Robin Smith, Scott Seaback, and Steve Wilson

Staff and guests: Christine Grieco, Jen Buck, Shirley Winslow, Gail DuPont, Carlos Ribeiro, Erin Snell, Sharon Geoffrey, Diane Vendetti, Kara Aniballi, Cristin Taylor, Thomas Fay, Mavis McGetrick, Jo-Anne Thibedeau, Dan Brown, and Helder Videira

Absent: Alexis Devine, Allen Durand, Andrew Tyska, Bob Cooper, Cynthia Farrell, Darrell Waldron, Deborah Anthes, James White, Joseph DeSantis, Kathleen Grygiel, Nancy Roderick, Susan O'Donnell, Vanessa Cooley, Victoria Gailliard-Garrick, and Wendy Kagan

With a quorum present, Chair Steve Kitchin called the meeting to order at 8:05 am.

On the agenda was a very important item which will be the discussion of the operating budget for Workforce Partnership of Greater Rhode Island. If you remember, at the Annual Meeting, June 8, 2010 we

authorized the spending budget at 80% of the previous year's budget so that the Workforce Partnership of Greater Rhode Island could operate and service clients during the summer of 2010. Our actual budget will be from July 1, 2010 through June 30, 2011.

Mr. Kitchin asked everyone to take a quick review of the minutes from Annual Board of Director's meeting of June 8, 2010. Mr. Ouellette noted to amend the minutes to read Judith Rodrigues and John Caravalle were from netWORKri centers and Lissa Dreyer was from SER Jobs for Progress.

VOTE: Mr. Harden made a motion to accept the minutes as amended. Ms. Smith seconded the motion. The motion carried unanimously.

Chairman's Report: Chair Kitchin reports he received a letter of resignation from Pat Talin as a Board member and Secretary of the Board of Directors as of August 25, 2010. It is with deep regret we accept her resignation. Ms. Talin was a tireless champion on several issues as it relates to our personnel policies.

VOTE: Betty Pleacher made a motion to accept the resignation of Ms. Talin. Mr. Ouellette seconded the motion. The motion carried unanimously.

Mr. Kitchin introduced and welcomed David Francis from the Department of Labor and Training as a new member on the Board of

Directors.

Executive Director's Report: Ms. Grieco discussed the re-allocation of funds. Ms. Grieco reported on the ability of the staff to re-allocate funds up to \$50,000.00 from one fund to another. The policy was located in the Accounting Policies and Procedures manual. Ms. Grieco noted this policy was written for the 501 (c) 3 and only noted we need a one page policy for the state side. The staff will work with Mr. Fay over the next few weeks to have the policy reallocation of funds to be 10%, not to exceed 50K ready for the next Board meeting.

Budget and Service Levels: Ms. Vendetti presented the Proposed Budget, July 1, 2010 through June 30, 2011, WPGRI PY10 Formula, the total allocation \$4,862,076.

VOTE: Ms. Mattiello made a motion to accept the Proposed Budget, July 1, 2010 through June 30, 2011, WPGRI PY10 Formula for the total allocation \$4,862,076.

Mr. Pingitore and Mr. Cassidy seconded the motion. The motion carried unanimously.

Ms. Vendetti presented the Proposed PY10 Youth Budget for July 1, 2010. After discussion took place regarding the deficit of program dollars, Mr. Ribeiro explained that de-obligation of funds from

contracts will reduce this deficit and secondly, when the PY11 allocation is distributed, the WIB can always take any left over deficit dollars off the top of the PY11 allocation.

VOTE: Mr. DiPina made a motion to approve WPGRI PY10 Youth Budget. Ms. Cook seconded the motion. Mr. Koch opposed. The motion carried.

Committee Reports:

Strategic Committee: Mr. Harden noted last spring there was an RFP for Weatherization. GRI and P/C elected not to approve either of the two proposals. Mr. Harden stated the RFP needed to be rewritten and reissued in the fall.

Board Development: Mr. Ouellette noted there are two vacancies on the Board of Directors, Pat Talin and Deborah Anthes. Mr. Ouellette stated they will be reaching out to the Department of Education for Ms. Anthes's replacement.

Mr. Ouellette stated the guest speakers for the future Board of Director's meetings will be Phil Stone, on today's agenda and Ray Pingitore in October. Mr. Ouellette asked Mr. Harden to invite Keith Stokes from EDC for the November meeting.

Quality Assurance: Mr. Cassidy noted his committee monitored the following One Stops in July: Pawtucket, Woonsocket and West Warwick. Mr. Cassidy will be sending out a draft to all the participants with the findings and looking for comments by the monitors.

Youth Council: Mr. Ribeiro noted the Youth Council will be issuing an RFP sometime in October, 2010. The RFP will be designed to give the proposers two months to respond.

Concerning the VOCH Tech summer program, Mr. Ribeiro noted it was funded with 2009 ARRA funds and served 411 youths. We received a great deal of publicity for the summer programs; television, Providence Journal and a visit from Governor Carcieri at the Woonsocket VOCH Tech.

Finance Committee: Mr. DiPina noted the Finance Committee met on August 25, 2010 to review the last two audits of June 30, 2008 and June 30, 2009. Mr. DiPina thanked Ms. St. John from KLR and commended the staff for their attention to detail. Mr. DiPina said he was very pleased to update the Board of Directors and based on the summary WPGRI had clean audits. WPGRI audit for June 30, 2010 is on track.

Mr. DiPina noted the Finance Committee will be closely monitoring

the Youth Council's budget.

Guest Speaker: Phil Stone, Executive Director, United States Chamber of Commerce for Small and Emerging Businesses gave a presentation on the operation and functions of the US Chamber of Commerce.

New Business: No new business to come before the Board of Directors.

Old Business: No old business to come before the Board of Directors.

VOTE: Mr. Ouellette made a motion to adjourn the Board of Director's meeting. Ms. Smith seconded the motion. The meeting was adjourned at 9:05 am.

Mr. Kitchin reminded everyone the next Board of Director's meeting will be Tuesday, October 12, 2010.

Respectfully submitted

Shirley Winslow